

**Jubilee Hall Trust AGM
Tuesday 25th January 2022**

Chairman's Report

It has been another challenging year for the Jubilee Hall as we went in and out of COVID restrictions. It wasn't just the legal requirements that caused the Hall to be used less than normal, it was also people's perceptions as to the kind of things they were willing to do.

Before I move on to my main report I have to announce a number of resignations. Back in the summer Steve Thompson resigned as Health & Safety manager. In September John Formston resigned as a Trustee and a Committee member owing to other commitments. Now Colin Loveday has decided it is time for him to leave the Committee after 15 years and Debbie and Stuart Griffin are stepping down after being on the Committee for 10 years. Debbie has also resigned as a Trustee.

We would like to thank all of them for everything they have done for the Jubilee Hall over the years.

However, I am pleased to say that we can welcome three new people to the Management Committee. Kevin Murphy and Jenny Doughty have been appointed Trustees. Jenny, who is a qualified accountant, will work alongside Geoff as Treasurer with a view of taking over this role sometime in the future. Also, Stuart Hendry has joined the management committee to take over Colin's work of looking after the fabric of the building and he will also deal with Health and Safety matters.

Welcome to all three of them.

EVENTS: We were able to hold fewer events in 2021 than we would normally do.

Just before the last AGM we launched an online Book Sale via the village website. This proved very popular and between December 2020 and May 2021 it raised £460. It came to an end when the charity bookshops were able to re-open. Later in the year, November 2021, we held a more conventional sale in the Hall itself and this raised £408, making the total income from books £868.

In June we held a Teddy Bear's Picnic on the Glebe Meadow. This was scaled down considerably from previous picnics but still proved very popular.

In August the music duo, Lost In Translation, (Roy Goodwin and Pat Blanchett) finally got to perform on the Glebe Meadow. Another popular event with around 50 people attending.

In September Janice Brooks delivered her talk on surviving 9/11. Janice, who lives in Starston, was in the South Tower of New York's World Trade Centre when the plane flew into it. Her account of escape and survival was not easy listening but very compelling and again the evening was well attended.

In November Debbie and Stuart organised a Christmas Tree Lights Switch-On event which was very popular, especially with the children. There was also a mini-market in the Hall.

During the year various Pub Nights were held, in the summer on the Glebe then in the Hall as the nights drew in. These were mostly "bring you own drink" events as we were not sure if enough people would come to justify the cost of a licence. The events had variable success.

BOOKINGS: During the year the Tuesday morning Art Ladies resumed as did the Wednesday morning Yoga group. We currently have no other regular bookings and finding more must be a priority in the coming year. We do have some ad hoc bookings such as Steve Myhill, the photographer, and Eileen Ryan from Harleston among them. The Parish Council and the Parochial Church Council also meet at the Hall, but the Trustees took the decision not to charge them – as we used to do – while we are still benefitting from government grant money. Once again thank you to Robert and Joy for managing the hall bookings and on-line calendar so efficiently.

FINANCE AND THE 100 CLUB: Last year was an interesting time financially as with the Hall closed we received virtually no income but our regular costs continued. However, various central government grants have meant that we have money in the bank. Geoff will give us the details in a minute but it's important to realise that our current costs are higher than our current income which is clearly not a good position to be in.

The Starston 100 Club has not been reaching its target membership over the past year or so which is a pity as it was one of the few sources of income left to us during lockdown. Again Geoff will give us the details.

PUBLICITY AND PROMOTION: As well, as being the Jubilee Hall Secretary, Dee Palmer continues to run a very efficient publicity and promotion campaign for all activities in the Hall and on the Meadow. Information is disseminated via an email contact list, through Pigeon Post and other local village magazines, Harleston Information Plus and various community notice boards. Unfortunately, the Harleston Grapevine has recently announced that it will no longer accept publicity from organisations outside Harleston free of charge. If we want to use the Grapevine in the future we will have to pay for an advert. They are offering a 50% discount on their advertising costs, but it is still very expensive, so this is very disappointing.

HEALTH AND SAFETY: Stuart Hendry, who joined the Hall Management Committee in the autumn, has taken over as Health and Safety manager from Steve Thompson. As Steve had set up the system it is now largely a question of monitoring that and making sure any issues are dealt with. This is not an area we can afford to get wrong.

MAINTENANCE: Inevitably there have been a series of maintenance problems throughout the year and, as usual, Colin Loveday has been on hand to help sort them out. Stuart Hendry will now take on this role, working in conjunction with Peter Grimble. I would like to place on record our thanks to Colin for everything he has contributed to Starston Jubilee Hall over the years.

At the end of last year Jane Marsden moved away from the village so we lost our cleaner. Tasmin Mills from Pulham St Mary has been appointed in her place.

CONSTRUCTION PROJECTS: At the last AGM it was reported that we had two outstanding construction projects in hand: repairs to the car park wall and repairs to the west wall of the Hall. Both these projects have now been completed

THE GLEBE MEADOW: The meadow continues to be a lifeline to many people in lockdown, not just in Starston but from Harleston and surrounding villages. Peter Grimble will present a full report, but I should mention that the weir on The Beck suffered damage during the year and has now been completely removed. Plans are afoot to re-profile the watercourse to maintain the waterflow and improve the habitat

FLOOD DAMAGE: The flood damage to the Hall in December 2020 has all been dealt with. The ruined carpet has been replaced by carpet tiles which were acquired for us and laid by Michael Wells (the father of Rachel Wells in The Street) who gave us a very good price. Preparing the floor for the new carpet required the use of a grinder which meant the curtains were smothered in dust. When we took them down we found that, although the fabric was sound, the linings were not. We had the curtains professionally cleaned and then Christina Greathead, Verona McWhinnie and Auriel Earle relined them all, using lining material supplied by Verona. Our thanks to all three of them for this.

FINALLY: I cannot end this report without offering my sincere thanks to my fellow Trustees and all other members of the Management Committee for their unfailing support for the Hall, the Meadow and for me. Everyone on the committee has a specific task which they do quietly and efficiently. With a team like this, the job of Chairman is made very easy indeed.

Thank you.

***Michael Bartlett
January 2022***

Accounts for the Year Ended 31 December 2021

Profit and Loss Account	2020	2021
	Unrestricted Funds	Unrestricted Funds
SN COVID grant	11,334	16,573
NCF grant		4,610
SN disability access grant	2,500	
PC grant electricity	400	400
donations	30	662
donations gift aid		105
hall hire	965	700
events	374	175
100 club	852	768
honey sales	940	659
book sale	66	748
glebe income	205	
pub nights		65
interest	1	0
Total Income	17,667	25,466
hall maintenance	917	5,471
glebe flood repairs		4,973
flood boards		3,306
SN disability access grant exp	2,937	
decorating	1,098	
honey extractor unit		610
insurance	765	819
electricity	701	456
cleaning	473	379
glebe exp	713	223
bee costs	183	799
events exp	63	602
internet	390	511
100 club prizes	400	200
SN COVID grant exp	435	
water	59	58
SN grant power point	469	
website	25	25
Total Expenses	9,629	18,433
Net Surplus	8,038	7,033

Balance Sheet	2020	2021
	Unrestricted Funds	Unrestricted Funds
Assets		
Cash at Bank	16,916	23,949
Net Assets	16,916	23,949
Surplus Brought Forward	8,878	16,916
Surplus for the year	8,038	7,033
Surplus carried forward	16,916	23,949

Approved by the Trustees and signed by the Treasurer and one other below

Signed by

Signature	Print name	Date
<i>P.A. Grimbble</i>	P.A. GRIMBLE	15/8/22
<i>A. Broadhurst</i>	A. BROADHURST	15.8.22



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Starston Jubilee Hall

**On accounts for the year
ended**

31 December 2021

**Charity no
(if any)**

1073881

Set out on pages

3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 2021**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

P. O'Keeffe

Date:

22/08/2022

Name:

Paula O'Keeffe

**Relevant professional
qualification(s) or body
(if any):**

N/A

Address:

297 Lordship Lane

London

SE22 8JH

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.